

June 18, 1996

**MEMORANDUM**

**TO:** Administrators

**FROM:** Alan Samuels, Director  
Division of Health Licensing



**SUBJECT:** Conditions that will Allow a Provider-wide Partial Exception to the Requirements of Regulations 61-75, 61-77, 61-78, 61-91, 61-93, and 61-97.

Standards outlined in Regulation 61-75, Standards for Licensing Day Care Facilities for Adults, Section C.4.b.; Regulation 61-77, Standards for Licensing Home Health Agencies, Section 302.; Regulation 61-78, Standards for Licensing Hospices, Section 302.; Regulation 61-91, Minimum Standards for Licensing Ambulatory Surgical Facilities, Section 302.A.5.; Regulation 61-93, Standards for Licensing Outpatient Facilities for Chemically Dependent or Addicted Persons, Section 300.; and Regulation 61-97, Standards for Licensing Renal Dialysis Facilities, Section 302.B.5. require that facility policies and procedures be reviewed at least annually. This documentation has been routinely examined during inspections for indications that the annual review has been accomplished.

In the interest of establishing reasonable standards which do not compromise the health and welfare of participants/patients/clients receiving care/treatment in day care facilities for adults, home health agencies, hospices, ambulatory surgical facilities, outpatient facilities for chemically dependent or addicted persons, and renal dialysis facilities, it has been determined that an alternative standard will be allowed.

All day care facilities for adults, home health agencies, hospices, ambulatory surgical facilities, outpatient facilities for chemically dependent or addicted persons, and renal dialysis facilities must meet either the standards outlined in their respective licensing standard, **OR**, as an alternative:

Procedures shall be revised as required in order to reflect actual facility practice. Additionally, facilities shall establish a time-frame for overall review of all procedures. This time-frame shall be documented in facility procedure, and overall reviews shall be documented.



**Policy & Procedure Exception**

**June 18, 1996**

**Page Two**

Facility staff shall work together with the appropriate governing body, management, medical staff, and clinical and managerial leaders in developing, reviewing, and revising procedures as needed. This exception does not change any other standards not specifically addressed in this letter.

The standards in R61-75, Section C.4.b.; R61-77, Section 302.; R61-78, Section 302.; R61-91, Section 302.A.5.; R61-93, Section 300.; and R61-97, Section 302.B.5. will be enforced during inspections, as required either by the regulation or the provider-wide exception. This exception applies to any day care facility for adults, home health agency, hospice, ambulatory surgical facility, outpatient facility for chemically dependent or addicted persons, or renal dialysis facility licensed by the Department. It relates solely to South Carolina licensing standards. Any adverse condition(s) that may be related to this exception may result in revocation of the exception by the Department.

If there are any questions, please call (803) 737-7202.

AS:GM:pac

cc: Alice Truluck, SCDHEC  
Brenda Iverson, SCADCA  
Gloria Bowden, SCHCA  
Tambra Medley, Hospice for the Carolinas

Ann Durant, RDAC  
Beverly Hamilton, SCDAODAS  
Maria I. Sample, FASCA of S.C.